RENAISSANCE
HIGH SCHOOL

108 Everbright Avenue
Franklin, TN 37064
Phone: 615-472-4670
FAX: 615-472-4675

High School Transcript Request (Renaissance & Middle College)

- **Class of 2019 and later can send transcripts to colleges at no cost by visiting Orderatranscript.com**
- **All graduating classes prior to 2019 fee required for processing $2.00. Click here to pay.**
- **Submit form to Traynace Davenport at traynace.davenport@wcs.edu-- please allow 5 days for processing.**

PLEASE PRINT *Note: Incomplete information will delay processing of your request*

Full Name at time of graduation: _____

Your Email Address: _____

Recipient Name: _____

Recipient Address: _____
Street *City* *State* *ZIP*

Fax #: _____ *(if necessary)*

☐ **Current Student** *(no fee required)*

☐ **Graduate, Class of** _____ *(Year)* *($2.00 fee required for processing 2018 and prior)*

☐ **Send an official copy of transcript**

- Test scores can be ordered online at ACT.org and Collegeboard.org
- Immunization records must be sent by parent or health provider

Parent Signature _____ **Date of Request:** _____

Student Signature (18 and over) _____

---------- **Office Use Only** ----------

Date Received: _____
Date Sent:: _____

Notes: _____
_____
_____
_____